



District of Columbia Air National Guard

AGR Announcement

17-365



APPLICATION MUST BE FORWARDED TO: IN ORDER TO RECEIVE CONSIDERATION NG.DC.DCANG.MBX.AIR-APPLY@MAIL.MIL	OPENING DATE: 27 July 2017	CLOSING DATE: 27 August 2017
	Position Title: Quality Assurance Specialist Max Grade: E7 (MSgt) Min Grade: E6 (TSgt) AFSC: 2AXXX	
	Appointment Status [X] Enlisted [] Officer	
Position Location: 113 Maintenance Group Joint Base Andrews, MD	AREA OF CONSIDERATION: GROUP III Individuals who are eligible to be members of the DCANG	
INSTRUCTION FOR APPLYING:		
SPECIAL REMARKS-2 POSITIONS AVAILABLE		
This office will <u>NOT</u> accept mailed applications. You must send applications electronically. <u>Failure to submit all required documents as outlined below will result in your application not being considered for employment.</u>		
AGR REQUIRED DOCUMENTS: <ol style="list-style-type: none">1.) NGB 34-1 (<i>dated Nov 2013</i>) Application for AGR Position with original signature.2.) Copies of the last five OPRs (<i>Officers only</i>).3.) Resume (<i>any format</i>).4.) 3 References on a separate sheet of paper with email address and additional point of contact number(s).5.) Individual Personnel (RIP) from vMPF only (<i>must be dated within 60 days</i>).6.) Current Fitness Test from AFFMS (<i>Per AFI 36-2905 – current within 12 months</i>).7.) Security Clearance verification memorandum (<i>Do not submit a JPAS print out</i>).8.) Letter(s) of recommendation (<i>optional</i>). <p><i>*All documents must be consolidated into a single pdf. File. DO NOT put in PDF Portfolio format. Send applications in the following format: MVA number, last name, First name, Middle Initial.</i></p> <p><i>*Any documents with SSN must have the SSN redacted (Blacked-out).</i></p> <p><i>*The NGB 34-1 may be found using the following url: http://www.ngbpdcc.ngb.army.mil/forms/ngbf34_1.htm</i></p>		
Conditions of Employment: National Guard Membership: Prior to appointment to this position, selectee must be a member of the District of Columbia Air National Guard. Electronic Funds Transfer: Selectee is required to participate in electronic funds transfer/direct deposit. If applying for an MVA at a lower rank, a voluntary demotion memorandum stating action must be submitted.		
Evaluation Process: Applicants will be evaluated solely on information supplied in application documents outlined above. Interview responses will also be considered when applicable. Incomplete applications will not be considered. It is the responsibility of the applicant to contact the POC identified on this vacancy announcement prior to the vacancy closing date to verify all documents have been received. Failure to do so may result in in disqualification. Complete and accurate data is essential to ensure fair evaluation of candidates. It may result in disqualification. Complete and accurate data is essential to ensure fair evaluation of candidates. It is the applicant's responsibility to ensure the data provided is accurate and complete.		

Equal Employment Opportunity: All qualified applicants will receive consideration for this announcement without regard to race, color, gender, religion, national origin, or membership/non-membership in an employee organization, in accordance with NGB Regulation 690-600 and ANGR 40-1614.

This announcement must be posted on unit bulletin boards until the day following the closing date.

Is an Equal Opportunity Affirmative Action Employer



The District of Columbia Air National Guard



Announcement Number: 17-365

Position: Quality Assurance Specialist

Brief Description of Duties: Serves as the Office of Primary Responsibility (OPR) for wing maintenance policy, advising supervisors and employees on both general policy and specific maintenance matters. Makes decisions and recommendations on technical concerns presented by supervisors. Utilizes a comprehensive knowledge and ability to interpret Air Force Instructions, Technical Orders, engineering drawings, product specifications, Air Force Occupational and Health (AFOSH) and environmental standards, public law, and locally developed policy. Evaluates and assesses complex systems, subsystems, integrated systems/subsystems, or components for conformance to applicable technical data, engineering drawings, standards and specifications. Evaluates, conducts reviews, activity inspections and management compliance of all maintenance activities to include the logistics maintenance support functional areas such as production, programs and mobility, maintenance training, plans, scheduling and documentation and data base management as directed by the Maintenance Group Commander. Identifies production problems, excessive overtime, discipline, housekeeping and technical discrepancies and attempts to identify the underlying cause for the deficiencies. Establishes and develops performance checklists and metrics in coordination with the Quality Assurance Supervisor. Develops local operating instructions to supplement regulations and manuals of higher echelons in the area of aircraft and aircraft systems quality assurance. Reviews all Operating Instructions (OIs) to ensure locally published instructions are technically accurate, complete and consistent with Air Force (AF) and Major Command (MAJCOM) policy. Coordinates with affected commanders on base and ensures the instruction is published as a wing operating instruction. Serves as a key team member in collating and reporting compliance metrics to Major Command(s).

Qualifications:

1. The applicant/selectee must be able to qualify for a SECRET Clearance.
2. Must Be AFSC Qualified

Eligibility Requirements:

1. Applicants who have been separated for cause from active duty or a previous AGR tour are ineligible.
2. Prior to entry into the AGR Program, member must be medically cleared by the 113th MDG.
3. Must meet all eligibility requirements in accordance with ANGI 36-101.

AGR Employment Points of Contact:

HR Specialist: TSgt Trenton Franklin, trenton.b.franklin.mil@mail.mil /202-685-8813 (DSN 325-8813)

AGR Manager: CMSgt Ena Nash, ena.e.nash.mil@mail.mil /202-685-9779 (DSN 325-9779)